

## BYLAWS OF THE NEW YORK ENTOMOLOGICAL SOCIETY

REVISION DATE: DECEMBER 7, 1965.<sup>1</sup>

ORGANIZED JUNE 29, 1892

INCORPORATED JUNE 7, 1893

REINCORPORATED FEB. 17, 1943

### Article I

#### Members

All persons interested in entomology shall be eligible for membership. Members in all categories except Student shall be entitled to vote and hold office. Categories of membership shall be:

1. Active members. Members who elect to pay annual dues of Four Dollars (\$4.00).
2. Sustaining members. Members who elect to contribute to the support of the Society by paying annual dues of Twenty-five Dollars (\$25.00).
3. Student members. Members who elect to pay annual dues of Two Dollars (\$2.00) and who are either under 21 years of age or are currently enrolled in a course of study leading to a degree in some biological science.
4. Life members. Members who have purchased life membership by paying the sum of One Hundred and Seventy-five Dollars (\$175.00) at any one time in lieu of further annual dues. Life members shall be no less than 45 years of age.
5. Honorary members. Eminent entomologists elected to honorary membership in recognition of their service to science. There shall be no more than twelve (12) honorary members at any one time.

### Article II

#### Election of Members

All candidates for membership must be proposed by a member of the Society at a regular or annual meeting. They shall be voted upon individually at the following meeting, and the affirmative vote of at least two-thirds of the members present (given by voice, or by ballot if demanded) is required for election.

### Article III

#### Officers and Committees

1. Elective officers of the Society shall consist of a President, a Vice President, a Secretary, an Assistant Secretary, a Treasurer, an Assistant Treasurer, and four Trustees.
  2. The Society shall be governed by an Executive Committee, composed of the President (Chairman), the four Trustees, the Vice President, the Secretary, the Assistant Secretary, the Treasurer, the Assistant Treasurer, the Chairman of the Publications Committee, the Editors, and the Publications Business Manager, all of whom are entitled to vote except the Assistant Secretary, Assistant Treasurer, Editors, and Publications Business Manager.
  3. There shall be an elective Publications Committee composed of three members who shall elect their own chairman. Editors and Associate Editors shall be ineligible for membership on the Publications Committee.
  4. The President, after consultation with the Publications Committee, and with the
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advice and consent of the Executive Committee, shall appoint Editor(s) and Associate Editor(s) for each publication of the Society. He shall also appoint a Publications Business Manager.

5. Standing Committees of the Society, to be appointed by the President, shall consist of an Auditing Committee composed of three members; a program Committee composed of two members; and a Field Committee composed of two members and the Director of the Junior Entomological Society who shall be a member ex-officio without vote. One member of the Program Committee shall be designated by the President as Program Chairman.

6. Temporary committees may be appointed by the President at his discretion to perform special duties which he shall define. The President also shall appoint a Nominating Committee, consisting of three members, to nominate a full slate of officers and a Publications Committee at the annual meeting.

#### Article IV

##### **Election of Officers and Committees**

1. Officers and members of elective committees shall be elected at the annual meeting of the Society by a majority vote of the members present or voting by proxy.

2. Trustees shall be elected for a two-year term, two being elected each year. A member who has served for two consecutive terms as trustee shall be ineligible for reelection as trustee for one year after completion of his term of office. If the office of a trustee shall become vacant before the expiration of his term the vacancy may be filled by appointment by the President, but the fraction of the term shall be counted as a full term in determining eligibility for election or reelection.

3. All other officers and members of the Publications Committee shall hold office for one year, or until the next annual election.

4. Any vacancy that may occur among the officers or the Publications Committee, except as elsewhere herein provided, shall be filled by appointment by the Executive Committee. The person appointed to fill the vacancy shall hold office until the next annual meeting.

#### Article V

##### **Duties of Officers and Committees**

1. The President shall preside at all meetings. He shall appoint all committees except the Executive Committee and the Publications Committee, and shall make such other appointments as are elsewhere herein provided; he shall be chairman of the Executive Committee and a member ex-officio, without vote, of all other committees.

2. The Vice President shall assume the duties of the President in case of the death, resignation, absence, or disability of the President. In case both the President and Vice President are absent at a meeting, a temporary chairman may be chosen by the members present to preside at the meeting.

3. The Secretary shall keep the minutes of the meetings of the Society for publication in the *Journal*, and shall keep the minutes of the Executive Committee. He shall give notice of the meetings of the Society when not otherwise herein provided for; advise members, in writing, of their election and send their names to the Treasurer; keep all records and files of the Society and generally perform such services as may be delegated to him by the Society. At the expiration of his term of office the Secretary shall deliver to his successor all papers, books, and other records belonging to the Society.

4. The Assistant Secretary shall act in case of the death, resignation, absence, or disability of the Secretary and shall assist the Secretary as need be.

5. The Treasurer shall receive all moneys for the Society and deposit them in the name

of the Society in such banking institutions as the Executive Committee may direct; he shall pay there-from by draft or check all bills and obligations not exceeding Twenty-five Dollars (\$25) and all others when approved by the President or Editor(s). He shall keep an account of all monetary transactions and shall exhibit a statement of them when called for by the President, Editor, Executive Committee, or Auditing Committee, and shall make a full report for the preceding calendar year at the annual meeting. He shall notify members respecting payment of dues within ten days after their election and thereafter when annual dues become payable, and shall send out membership cards on receipt to dues. At the expiration of his term of office, the Treasurer shall deliver to his successor all funds, papers, books, and vouchers belonging to the Society.

6. The Assistant Treasurer shall act in case of the death, resignation, absence, or disability of the Treasurer and shall assist the Treasurer as need be.

7. An Editor shall have general charge, management, and supervision of the publication to which he has been appointed.

8. An Associate Editor shall assist the Editor as need be.

9. The Publications Business Manager shall conduct the business affairs of the Society's publications.

10. The Executive Committee shall meet at the call of the President. It is empowered to call for a report from any of the officers or committees of the Society at its discretion. It shall keep minutes of its proceedings which shall be available to any member of the Society and which may be read to the Society upon request. It shall have general charge of the funds, investments, and property of the Society. It shall decide on the status of members in arrears of dues. With the advice of the Publications Committee it shall determine the subscription price of all publications and discounts allowed in connection with their sale. The Executive Committee shall be the only policy-making organ of the Society.

11. The Publications Committee shall make recommendations to the Executive Committee regarding policies relating to publications and shall assist the Editor, or Editors, in carrying out the policies established by the Executive Committee.

12. The Auditing Committee shall examine the accounts and reports of the Treasurer and shall report to the Society thereon at the annual meeting or at some date specified by the President.

13. The Program Committee shall plan and arrange for the programs of the meetings.

14. The Field Committee shall arrange for and manage the excursions and outings of the Society, and shall assist the Director of the Junior Entomological Society.

## Article VI

### Publication Funds

All funds subscribed or donated for the *Journal* or other publications of the Society shall be used for no other purpose than those specified.

## Article VII

### Dues

1. Dues for active membership shall be Four Dollars (\$4) per annum.
2. Dues for sustaining membership shall be Twenty-five Dollars (\$25) per annum.
3. Dues for student membership shall be Two Dollars (\$2) per annum.

### Payment of Dues

All dues are payable in advance on the first day of January of each year. New members, if elected on or after October 1, shall pay no dues for the year of their election.

Honorary members shall be exempt from the payment of dues.



## Article VIII

### Members in Arrears

All members in arrears in the payment of dues for one year are subject to the loss of the privilege of voting or holding office. Before the annual meeting the Treasurer shall present a list of the members in arrears in the payment of dues to the Executive Committee, which shall decide upon appropriate action.

## Article IX

### Subscription to Publications

1. The subscription price of all publications, the price of single numbers to active members, student members and non-members, as well as the price of sets, shall be determined by the Executive Committee on the recommendation of the Publications Committee.
2. Subscriptions shall be payable in advance of the first of January of each year.
3. The *Journal* shall be sent gratis to all Sustaining and Life members.
4. All publications of the Society shall be sent gratis to all Honorary members.

## Article X

### Meetings

1. Regular meetings of the Society shall be held at The American Museum of Natural History (or at such other place as the membership shall determine) on the first and third Tuesdays of each month at 8:00 P.M. No regular meetings will be held during the months of June through September or upon a legal holiday or upon the first Tuesday of January.
2. The annual meeting of the Society shall be held at The American Museum of Natural History (or at such other place as the membership shall determine) on the first Tuesday in January of each year at 8:00 P.M., if not a legal holiday, otherwise on the third Tuesday.
3. Special meetings of the Society may be called by the Secretary upon a written request of the President or 10 active members. Such a request shall state the purpose for which the meeting is to be called. The Secretary shall notify the membership of such a meeting, stating its purpose and the time and place at which it is to be held. No other business except that specified in the call shall be transacted.
4. Eleven (11) members shall constitute a quorum for the transaction of business.
5. At any special meeting members in good standing may vote or be represented by proxy.
6. Whenever notice of any meeting is required by the bylaws, it shall be deemed sufficient if given by postal card and addressed to each member of the Society at his last known postal address at least ten (10) days and not more than twenty (20) days before the meeting, or if given as required by the General Corporation Law of the State of New York. If the need for a special meeting, under the provisions of Sec. 3 of this Article, be deemed an emergency by the President or Secretary, the membership may be notified by any practicable means.

## Article XI

### The Order of Business

The order of business of regular meetings shall be as follows:

1. Reading of minutes.
2. Reports of officers.
3. Reports of committees.
4. Election of members.
5. Proposals for membership.

6. Miscellaneous business.
7. New business.
8. Reading of papers and scientific discussion.
9. Adjournment.

The order of business of the annual meeting shall be as follows:

1. Reading of minutes.
2. Roll call, verification of proxies.
3. Annual reports of officers.
4. Reports of committees.
5. Election of officers and elective committees.
6. Miscellaneous business.
7. Proposals and elections for membership.
8. Reading of papers and scientific discussion.
9. Adjournment.

The order of business may be changed or suspended at any meeting with consent of two-thirds or more of the members present.

## Article XII

### **Auxiliary Organizations**

1. The Society shall sponsor an auxiliary organization to be known as The Junior Entomological Society having its own officers and constitution. It shall be organized solely for educational and scientific purposes and shall conform to the requirements set forth in Article XIII.

2. The Junior Entomological Society shall be under the direction of an active member of the New York Entomological Society, appointed to that capacity by the President and responsible to the Executive of Committee. He shall be known as The Director of the Junior Entomological Society. He shall be a member ex-officio, without vote, of the Field Committee.

## Article XIII

### **General Prohibitions**

1. The Society shall be organized and operated for scientific and educational purposes. No part of the receipts of the Society shall, under any circumstances, inure to the benefit of any private individual.

2. No substantial part of the activities of the Society shall consist of carrying on propaganda, or otherwise attempting to influence legislation. The Society shall not participate in, or intervene in any political campaign on behalf of any candidate for public office; nor shall it publish or distribute statements on behalf of such candidates.

3. The Society shall not be organized or operated for a profit.

4. The Society shall not transact any business with any officer or member of the Society or any substantial contributor to the Society which shall result in gain to that individual (or corporate body) which shall represent more than a proper consideration for services rendered or goods or material sold to the Society.

## Article XIV

### **Distribution on Dissolution**

In the event of the dissolution of the Society and after payment of all expenses and liabilities, all assets remaining will be transferred to an entomological organization to be

chosen by the Society which shall have been organized for scientific and educational purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1954.

#### Article XV

##### **Amendments**

These bylaws may be amended at any regular meeting, or at a special meeting of the Society called for that purpose, by the vote of two-thirds or more of the members present, provided that the proposed amendment or amendments shall have been approved by the Executive Committee, submitted in writing to all members by mail at least thirty days in advance, and presented at a previous meeting of the Society, due notice thereof having been given in conformity with the provisions of Article X.

Date of revision: December 15, 1970